

Remember the Last Sort Order of Transaction Docs

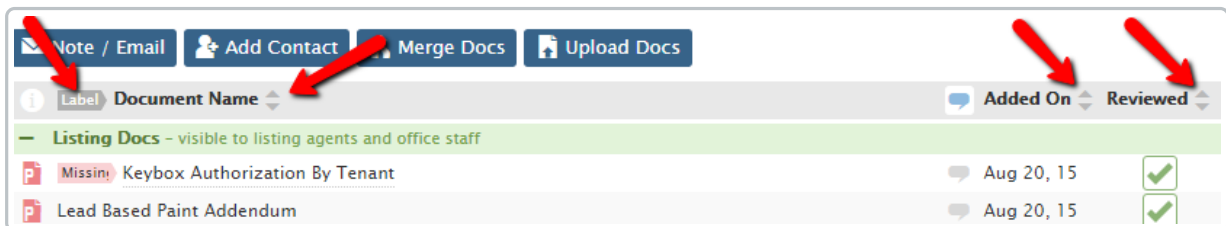
SUMMARY

Pipeline will automatically remember the last sort option you used on a transaction's docs. Whenever you go to any transaction, its docs will be sorted by your last sort order.

Sort Transaction Docs

In the docs section of a transaction, you can sort based on label, document name, doc creation date, and reviewed status. To sort the docs:

- 1 Click the desired column's name.
- 2 Click the same column name to toggle between ascending and descending order. For example, click "Added On" to sort the docs by most recent to least recent. Click it again to show the oldest doc at the top and newest at the bottom.



When you leave the transaction, Pipeline will remember your previous sort preference. Later when you return to any transaction, the documents will be sorted by that saved sort order.